

# ASTPKC11

## Carry out vehicle removal operations



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### Overview

This unit defines the national standard of occupational competence for removing vehicles that have been parked in contravention of parking regulations. This unit therefore sets the standard for you to: -

1. Prepare to remove vehicles (Element PKC 11.1)
2. Remove vehicles to designated destinations (Element PKC 11.2)

You should be able to correctly identify vehicles that have been parked in contravention of current regulations and that are to be removed. You must be able to select and use suitable removal devices and methods safely. Whilst actually removing vehicles, you should comply with the relevant legislation, regulations and codes of practice. Throughout the removal operation, you must follow the relevant health and safety requirements, as well as take care to maintain the condition of the vehicles that are being removed.

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## Carry out vehicle removal operations

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### Performance criteria

*You must be able to:*

#### Prepare to remove vehicles

- P1 make sure you have the appropriate authority and instructions to remove **vehicles**
- P2 correctly identify the vehicles that contravene parking regulations and that are to be removed
- P3 where appropriate, take photographs of vehicles that contravene regulations, showing evidence of the contravention
- P4 complete relevant paperwork according to current legislation and in line with your organisation's policies and procedures
- P5 confirm that vehicles are suitable for removal before positioning removal **devices**
- P6 use appropriate and approved **methods** and devices for removing vehicles
- P7 confirm vehicles are secure and fastenings checked before moving off
- P8 complete vehicle condition reports in line with your organisation's policies, procedures and instructions
- P9 notify the appropriate person if you have difficulty or have to abort removal operations
- P10 follow health and safety requirements while you prepare to remove vehicles

*You must be able to:*

#### Remove vehicles to designated destinations

- P11 comply with relevant legislation, regulations and codes of practice whilst you are **removing vehicles**
- P12 remove **vehicles** to the designated destination within agreed timescales
- P13 position vehicles into the required or a suitable place following instructions
- P14 remove and stow **removal equipment and devices** away safely and securely after removing vehicles
- P15 where appropriate, take photographs of vehicles that contravene regulations, showing evidence of the contravention
- P16 check the condition of vehicles after removal and report any damage in line with your organisation's policies and procedures
- P17 complete the handover of vehicles to the appropriate person in line with your organisation's policies and procedures
- P18 let the appropriate person know if you have difficulty or have to abort removal operations follow health and safety requirements while you remove vehicles
- P19 follow health and safety requirements while you remove vehicles

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### Knowledge and understanding

*You need to know and understand:*

#### Prepare to remove vehicles

- K1 current relevant legislation, regulations, codes of practice and guidelines relating to removing vehicles, particularly relating to safety
- K2 the local geography of the areas in which you work
- K3 how to confirm vehicle identification
- K4 the limits of your authority and responsibility relating to removing vehicles
- K5 how to confirm the suitability of vehicles to be removed
- K6 how to use removal devices and equipment, and where to position them on vehicles to be removed
- K7 the situations when not to remove a vehicle, including situations when a vehicle may be exempt from being removed
- K8 your operational instructions relating to removing vehicles

#### Remove vehicles to designated destinations

*You need to know and understand:*

- K9 current relevant legislation, regulations, codes of practice and guidelines relating to removing vehicles, particularly relating to safety
- K10 the local geography of the areas in which you work
- K11 the limits of your authority and responsibility relating to vehicle removal
- K12 the methods you are expected use to remove vehicles
- K13 the types of equipment that you should use for removing vehicles and how to use them
- K14 how to prevent damage to the vehicles that you remove
- K15 the limits of operation of equipment used to remove vehicles
- K16 the hazards and risks involved in removing vehicles
- K17 your operational instructions relating to removing vehicles

# ASTPKC11

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### Additional Information

#### Scope/range related to performance criteria

##### Prepare to remove vehicles

1. **vehicles:** cars; vans; light, medium or large goods vehicles; coaches
2. **devices** for removal: special lifts; tow bars; towing frames; dollies
3. **methods** of removal: flat tow; suspended tow; total lift

##### Remove vehicles to designated destinations

4. methods of **vehicle removal:** flat tow; suspended tow
5. **vehicles:** cars; vans; light, medium or large goods vehicles; coaches
6. **removal equipment and devices:** special lifts; tow bars; towing frames

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**Relevant occupations** Health, Public Services and Care; Public Services; Elementary Occupations; Elementary Security Occupations

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**Suite** Parking Control Occupations

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**Key words** Vehicle removal, Vehicles